

Application
for an
Idaho Community Development Block Grant
Public Facility Project
by
Jefferson County

November 21, 2008

Brett Olaveson, Chairman
Ron Baxter & R. Tad Hegsted
Jefferson County Commissioners

10 November 2008

Don Dietrich, Director
Idaho Department of Commerce
P.O. Box 83720
Boise, ID 83720-0093

Dear Director Dietrich:

The County of Jefferson respectfully submits this application for an Idaho Community Development Block Grant. Our community has the opportunity to bring critically needed housing for farm laborers and low income families. To accomplish this, the community needs to construct infrastructure services to support the housing complex.

This application for a \$500,000 grant will help to eliminate housing problems in the western Jefferson County area for twenty-three families in the multi-family complex and sixteen families in the self help complex. All families qualifying for tenancy will be LMI and will be required to have a level of income from the farm labor industry as directed by USDA-Rural Development and Idaho Housing, the major funding agencies for the housing complex areas.

Sincerely,

Ron Baxter
Acting Chairman, Jefferson County Commissioners

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IV. ICDBG Application Information Form

Applicant: Jefferson County Chief Elected Official: Brett Olaveson
 Address: 210 Courthouse Way Rigby, ID 83442 Phone: (208)745-7756

Sub recipient (if applicable): N/A Chief Elected Official: _____
 Address: _____ Phone: _____

Application Prepared by: Dorothy Bowen and Tina Daniels, The Development Company
 Phone: (208) 356-4524 x 316 & 321 Address: 299 East 4th North Rexburg, ID 83440
 Architect/Engineer/Planner (Contact Name): Mike Jaglowski, Keller Associates Phone: (208)238-2146
 Address: 412 W. Center Street, Suite 330, Pocatello, ID 83204

NATIONAL OBJECTIVE (MARK ONE)

☐ LMI Area ☒ LMI Clientele ☐ Imminent Threat
☐ LMI Jobs ☐ Slum & Blight

PROJECT TYPE (MARK ONE)

☒ Public Facility/ Housing ☐ Community Center
☐ Economic Development ☐ Senior Center

PROJECT POPULATION TO BENEFIT (PERSONS): (Census/Survey/Clients/Jobs)

TOTAL # TO BENEFIT: 700 (Roberts)

TOTAL # LMI TO BENEFIT: 507 (Roberts)

% LMI TO BENEFIT: 72.4%

% MINORITY POPULATION: 59.8%

PROJECT DESCRIPTION: Jefferson County is sponsoring the application with Eastern Idaho Community Action Partnership undertaking the construction of infrastructure (including water, wastewater, road and storm water runoff). The water and waste water infrastructure will connect the site of the Lakeview Housing project and the Self Help Housing project to the City of Roberts infrastructure services. The housing site is in Jefferson County (adjacent to the City of Roberts). This two phase project is being supported and financed by USDA-Rural Development and Idaho Housing and is to house farm labor families all as screened low and moderate income individuals.

SOURCE	AMOUNT	DATE APPLICATION SUBMITTED	RESERVED/ CONDITIONAL AWARD	FUNDS COMMITTED/ CONTRACT AWARD DATE	DOCUMENTATION IN APPENDIX ***
ICDBG	500,000				
USDA-RD Loan *	350,000	May 2007	Yes - Reserved	11-13-08	H
USDA-RD Grant **	2,646,224			11-13-08	
Idaho Housing **	1,057,490	May 2007	Yes - Reserved		H
EICAP – Land	131,400			May 2007	J
EICAP	179,000		Yes	Get from Dixie	H
TOTAL PROJECT FINANCING	\$4,864,154.00				

* Identify Loan Source(s) USDA-Rural Development for Housing & Infrastructure Projects.

** Grants for housing projects, funds available as soon as infrastructure commitments finalized. IHFA Gran cannot pay for infrastructure – particularly lift station.

V. Economic Advisory Council Page:

The Problem/Need:

The eastern Idaho area and in particular an area in western Jefferson County is in critical need of housing for year-round farm labor workers and their families. Eastern Idaho Community Action Partnership (EICAP) is addressing the need for housing for qualified low and moderate income persons by constructing a 23 unit multi-family-housing complex and developing sixteen quarter acre lots for self help housing for LMI farm labor families. USDA-Rural Development and Idaho Housing (IHFA) are funding the construction of the housing.

The site for the housing is not adequately served by the necessary public infrastructure and this has been a major concern for IHFA. Construction and improvements are needed for a road into the complex site, site storm runoff, water distribution lines including culinary and fire protection, a sewer lift station and waste water collection lines. Jefferson County, in cooperation with the City of Roberts (water and waste water services), has undertaken the task of preparing for the two housing projects by sponsoring this application to construct the necessary infrastructure to serve the adjoining housing sites.

Financing:

Keller Associates Engineering estimates construction of the infrastructure at \$1,189,608.79. The Block Grant request is for \$500,000 with the balance of 689,608.79 to be paid by the Eastern Idaho Community Action Partnership.

As the housing owner and operator EICAP's goal for the project is to provide housing to qualifying low and moderate-income persons. EICAP, the County and the City are all working together to keep costs low so that rates are kept within range of the farm labor families; and so that the self help housing complex also keeps construction costs low for families. USDA-RD has approved their grant & loan and IHFA has conditionally approved the project if the infrastructure is funded and constructed by ICDBG. **Block Grant is a critical funding partner!**

Solution:

The project represents a significant coordination between, federal, state, and local entities in partnership with a non-profit. The USDA-Rural Development and Idaho Housing have worked closely with EICAP to develop, plan and prepare for the funding and construction of the housing project. The housing project has been coordinated by EICAP with both Jefferson County and the City of Roberts so that public infrastructure services are in place and each entity is supportive of and understands the critical need for the housing and the infrastructure. This project represents a five year planning process and a long term management commitment by EICAP.

Impact:

An analysis of eastern Idaho and housing needs was conducted and reports that a minimum of 627 persons would qualify and be in need of housing within a thirty-mile radius of the housing project. The analysis reviewed other housing availability, vacancy rates, tenancy qualifications, etc. resulting in the recommendation to construct the housing in the Roberts area.

All of the partners in the housing project and in this infrastructure project are strongly supportive of the need for the projects and the positive results that will be achieved by the provision of safe, clean living environments for the farm labor low and moderate-income community.

VI. Threshold Criteria

A. Eligible Applicant:

The applicant is a city ☐ The applicant is a county ☒

This application does not involve a sub-grantee.

B. Eligible Activities: List the eligible activities, identified in Chapter 2, that are a part of the project.

B. Public Facilities and Improvements- This project will construct and improve infrastructure to connect two farm labor housing complexes to public infrastructure. Specifically a multi family 23 unit complex and a sixteen lot site for self help housing. These two are adjacent to each other on contiguous land. The project is in Jefferson County and will be connected to the City of Roberts infrastructure services including; water & wastewater, and includes road improvements and storm water dispersal. Some infrastructure is nearby but is inadequate in size to meet the housing facility's needs. Larger water and wastewater lines and a wastewater lift station will be required. Water lines will also connect to fire hydrants for public safety.

M. Administrative Activities to administer ICDBC funding will be provided by Certified Block Grant Administrators. The Development Company of Rexburg, Idaho is assisting EICAP with re-development of some aspects of their overall project. Procurement for administrative services is scheduled by EICAP during December 2008 and January 2009.

U. Housing and Commercial Rehabilitation and Preservation Activities

e. Costs associated with connection of residential structures to water distribution or local sewer collection lines.

This project will construct infrastructure including the connection of water distribution lines to the Lakeview Housing projects from the City of Roberts and will construct the collection lines from the housing to the City of Roberts wastewater treatment facility. Some existing service lines are adjacent to the housing site but are too small and will need to be replaced to provide adequate services to the multi family and the self help housing sites.

C. National Objective: There are six National Objectives listed below. Complete only the National Objective that will be met with the project.

C.1. Low-and-Moderate-Income Area Benefit: The housing project is specific to an area near Roberts, Idaho. This infrastructure project will serve LMI farm laborers persons. The 2007 updated census report indicates a 72.4% LMI in Roberts, the minority population at 59.8% of the population total of 700. (Information from ICDBG Community Profile Data – 11-7-2007). A housing market analysis was conducted by Community Frameworks at the behest of Eastern Idaho Community Action Partnership. The analysis recognizes that 627 farm workers (pp 34) would meet the employment and income requirements (determined by USDA-RD) to be housed at the Lakeview farm labor housing complex.

Total number of households in the project benefit area is 23 unit multifamily complex of 2 and 3 bedrooms and sixteen quarter acre lots for self help housing.

The Lakeview Housing project is being funded by USDA-Rural Development and Idaho Housing and is expressly setup and designed to serve farm labor families as required by the funding agencies.

The housing analysis researched other farm labor housing in a thirty mile radius of the Lakeview Housing project site. The few farm labor housing units in Blackfoot, Mud Lake and Dubois have less than five percent (5%) vacancy rates annually. Often the vacancies are due to remodeling work in progress. Often the existing units have a waiting list of fifteen (15) or more names during any given year.

D. Citizen Participation:

Describe the citizen involvement in selecting the project and reviewing the application. Describe compliance with the citizen participation plan and any other community plans. A copy of the plan, public notice, affidavit of publication, meeting minutes and sign-in list of attendees is in Appendix A.

The County conducted a public hearing on the proposed grant activities on November 10, 2008 at 1:30 p.m. A current Citizen Participation Plan is in place as well as a Fair Housing Resolution. The County has participated in the past in Fair Housing month and other supporting activities. The Commissioners have consulted the project engineer and the City of Roberts on the need for and the methodology to construct the needed infrastructure to serve the planned housing project.

Date of Notice **October 22, 2008** Date of Hearing **November 10, 2008**

E. Statewide Goals and Strategies:

Identify the goals and strategies that correspond to the project. Describe how the project meets the identified strategies and goal.

Goal : II- Preserve and enhance suitable living environments.

Strategy: B. Increase access to quality facilities and services: Jefferson County is sponsoring this application for ICDBG funding to construct infrastructure to connect a farm labor housing facility being constructed in 2009 to the City of Roberts infrastructure services. At this time, the housing site is not connected to or able to be serviced by public facilities for water, wastewater, power, communications, or natural gas. In order to assist the LMI group, the public infrastructure connections need to be constructed in 2009. This application is to assist with the costs of constructing the water distribution lines, wastewater collections lines and a lift station from the nearest existing point in the City to the two housing sites roadway and storm runoff. The 23 unit multifamily complex to have services extended to the main distribution and collection point and also include a loop of fire hydrants. The self help housing complex of sixteen lots will each be “Stubbed” at the lot site. Improvements to the road into the complex will be constructed as will storm runoff and power and communications. The housing project construction contractor will be responsible for the construction of the “connections” into the units.

F. Administrative Capacity:

1. Describe applicant's and sub-recipient's (if applicable) ability to manage the project as indicated in Part A. of this Chapter.

EICAP has contracted with The Development Company as Project Administrators for the development of the infrastructure project and the filing of applications to the State Block Grant program. Procurement for full administrative services is to be conducted during December of 2008 and January of 2009.

There are not any past "non-compliance or audit issues" with the County and other past ICDBG projects conducted by the County were successfully conducted and administered.

The 23 unit housing facility will be owned and managed by Eastern Idaho Community Action Partnership. The self help housing sites will be sold to individuals qualifying for the self help program. EICAP is a local non-profit organization whose "mission is helping to empower all people in our community to achieve maximum self sufficiency and independence." (Appendix D) EICAP has the staff to professionally operate the housing complex and serve their target of low and moderate-income farm labor workers.

2. Identify steps taken or to be taken to procure a certified grant administrator.

Originally, The Development Company was hired when Jefferson County began development of a Regional Wastewater project involving the County and the Cities of Roberts, Menan, and Lewisville. (It has been determined that this hiring did not adequately document the federal procurement process that was conducted and a new process must be conducted in December 2008 and January 2009 by the County.) The City of Roberts has followed federal procurement regulations to procure The Development Company to assist the City with its own project development and administration and has procured Keller Associates as Engineers for improvements the City is planning to their wastewater system. Eastern Idaho Community Action Partnership has hired Keller Associates to design the "connecting infrastructure" for their housing project.

G. Fair Housing:

For Public Facility/Housing and Downtown Revitalization projects submit Fair Housing documentation with addendum. For all other projects submit with application.

The County at their meeting on November 10, 2008 adopted a Current Fair Housing Resolution. Copy in Appendix A. Publication will be conducted in December 2008.

VII. Program Income: Describe if the project will generate program income and the reuse plan.

This project will not generate program income.

B. Community Needs Assessment: Community Frameworks of Spokane Washington, at the request of Eastern Idaho Community Action Partnership (EICAP), conducted an analysis regarding housing for Farm Labor persons in the eastern Idaho area. A copy of the report is in Appendix F. The analysis documents the number of farm labor workers that could reasonably access the housing - a total of 627 individuals (and their families) and provides direction to EICAP as they determine tenant rates, growth needs, current needs, etc. within a thirty (30) mile radius of the Lakeview housing complex in Jefferson County.

The City of Roberts wastewater system has the capacity and is currently preparing to construct improvements to the wastewater treatment facility. (Reference letter IDEQ, Appendix H.) Two facilities listed below are indicated as “poor”: the City of Roberts infrastructure for sewer and the area housing. Although this application does not request funding to specifically correct either of the poor conditions it does directly correspond to the conditions and is necessary in positively assisting in the correction of the housing situation. Roberts already has funding for and will begin wastewater system improvements in the next few weeks.

The housing project is critically needed in Roberts but cannot function without infrastructure services. (Appendix F) In order to keep costs low for the LMI farm workers who qualify for the Lakeview Housing this project will be used to construct the improvements, the new construction, and the “connections” for water and wastewater services (including a lift station) to the City. Construction of storm water runoff and the road will also be completed as a part of this project. Additionally, the City is constructing improvements to its wastewater treatment plant. While the City has the capacity to serve the new housing the wastewater system is in need of treatment improvements.

Facilities & Infrastructure	Poor	Fair	Good	Previously ICDBG funded
Water *			X	Yes
Sewer *	X			Yes –start construction spring 2009
Electrical			X	
Fire			X	
Hospitals			X-Eastern Idaho Regional MC-Idaho Falls	
Housing	X			
Roads			X	
Railroads			X	
Airport			X-Idaho Falls Regional	
Broadband		X		
Senior Center			X	
Community			X	Yes

Center				
Community Recreation Facilities			X	
Employment Opportunities		X		
Other				

Narrative: In the narrative explain why the project facility or infrastructure is in poor condition and how the project is a priority over the other facilities and infrastructures listed in poor condition.

* Currently the farm labor housing project site in Jefferson County does not have adequate infrastructure in place. Construction of the 23 unit multi-family housing facility is scheduled to begin in the spring of 2009 with occupancy scheduled for summer of 2010. The development of the sixteen self help housing lots will be constructed in 2009. The infrastructure services must be constructed to connect the complex to the City of Roberts systems and some size increases must be made to the nearby City lines to adequately serve the housing. In particular, water line improvements will provide the external fire suppression services and the construction and improvements to the wastewater collection lines will handle the increased flows from the housing units. Other necessary infrastructure construction involves road and storm runoff.

C. Project Description: Project map site plan is attached as Appendix B.

The \$500,000 in Block Grant funds will be used for infrastructure construction costs estimated by Keller Associates Engineering at \$1,189,608.79. The infrastructure construction will include: road, storm runoff, water, including fire hydrants, and wastewater. A detailed cost estimate is in Appendix C. The cost estimates cover the construction of infrastructure listed as:

Expenses:

Infrastructure Construction	\$1,189,608.79
Housing Construction	\$3,674,505.21

Matching funds from Eastern Idaho Community Action Partnership will pay for more than one half of the infrastructure improvements as well as the construction of the housing and the purchased land.

D. Project Land & Permits: Answer the following questions and attach documentation.

1. Has any land been purchased for this project? X Yes ___ No

List date of purchase:

Land was purchased for the housing project in May, 2007.

What funds were used to make this purchase? SHOP Funds granted to EICAP

2. Have any buildings been purchased for this project? ☐ Yes ☒ No
List date of Purchase _____
What funds were used to make this purchase? _____
3. Have any easements been purchased for this project? ☐ Yes ☒ No
List date of Purchase _____
What funds were used to make this purchase? _____
4. Are any right-of-ways required for this project? ☐ Yes ☒ No
Permit submission date _____
Permit approval date _____
5. Will any land be needed for this project? ☐ Yes ☒ No
Status of the purchase: _____
Estimated date of final purchase: _____
What funds were used to make the purchase? _____
6. Will any buildings be needed for this project? ☐ Yes ☒ No
Status of purchase: _____
Estimated date of final purchase: _____
What funds were used to make purchase: _____
7. Will any easements be needed for this project? ☐ Yes ☒ No
Status of the purchase: _____
Estimated date of final purchase: _____
What funds were used to make purchase? _____
8. Is anyone living on the land or in the structures at the proposed site? ☐ Yes ☒ No
9. Is any business being conducted on the land or in the structures at the proposed site? ☐ Yes ☒ No
10. Are there any businesses, individuals or farms being displaced as a result of this project? ☐ Yes ☒ No
11. Are there permits that will be needed for the project, i.e. well, water rights, land application, demolition permits, zoning permit, air quality permit, etc? ☐ Yes ☒ No

Status of the permits (include plan for securing permits): Preliminary Infrastructure Design is pending approval by Idaho DEQ. This will determine any final need for permits; none of which are anticipated at this time. The plans for the housing will be reviewed by Jefferson County & City of Roberts. Construction permit will be required.
12. Describe the ownership or lease arrangements for the property involved in the project.
EICAP owns the land

E. Imminent Threat criteria if applicable. NOT APPLICABLE

IX. Budget Narrative: Describe the source and status of all funding for the project according to the instructions in Part A of this Chapter.

Funding is as follows and includes the funding for infrastructure, the housing and the land:

Source	Amount	Status
ICDBG	\$ 500,000	Request filed 11/21/2008
USDA Loan	\$ 350,000	Approved 11/2008
USDA Grant	\$2,646,224	Approved 11/2008
Idaho Housing	\$1,057,490	Contingent approval-Rob Macha
EICAP (Land)	\$ 131,400	Cash purchase 5/31/2007
Other Commitment	\$ 179,000	Grant from Community Frameworks & Cash from EICAP

Expense Line Items		
Construction	-	\$790,052.45
5% Contingency	-	\$ 37,621.55
Engineering	-	\$184,345.57
Financial Management and Legal	-	\$ 18,810.77
Administration	-	\$ 65,000.00

X. Idaho Community Development Block Grant Budget Form**Applicant or Grantee:** Jefferson County**Project Name:** Infrastructure to Housing Sites

LINE ITEMS for INFRASTRUCTURE	ICDBG Cash	Idaho Housing	Federal USDA-RD-Loan & Grant	Private Cash EICAP		Total
Administrative			\$65,000.00			\$65,000.00
Engineering			\$184,345.57			\$184,345.57
Construction	\$500,000		\$252,430.90 \$37,621.55			\$752,430.90 \$37,621.55
Legal, Financial & Audit			\$18,810.77			\$18,810.77
Land, structures, Rights of Way				\$131,400		\$131,400.00
Subtotal Infrastructure Project	\$500,000		\$558,208.79	\$131,400		\$1,189,608.79

Funding information for the separate housing project construction

HOUSING PROJECT FOR LAKEVIEW & SELFHELP HOUSING						
Sub-total Housing Project Construction		\$1,057,490	\$2,438,015.21	\$179,000		\$ 3,674,505.21

TOTAL COSTS	\$500,000	\$1,057,490	\$2,996,224.00	\$310,400		\$4,864,154.00
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XI. Detailed Cost Analysis

1. Have preliminary plans and specs been submitted to regulatory agencies for review? ☐ Yes ☒ No
If yes, list date submitted: FPS has been submitted to DEQ and some changes are being made at the request of DEQ. Plans and specs will be undertaken upon project funding.
If no, list expected date to be submitted: Scheduled for February 2009.
2. Has final design (for bidding) begun? ☐ Yes ☒ No
If yes, % complete: _____ %
If no, what is expected start date: March, 2009.
3. Will project include bid alternatives to meet project budget if necessary? ☒ Yes ☐ No
4. Are Davis Bacon wage rates applicable to the project? ☒ Yes ☐ No
If yes, are they included in the project costs? ☒ Yes ☐ No
5. Have known environmental measures been included in project costs? (ex: dust mitigation, archaeological survey, storm water drainage, wetland mitigation etc.)
☐ Yes ☒ No
6. What percent of contingency has been included in project budget? 5%
7. List the last date the owner and design professional discussed project design and details.
Date: Nov. 10, 2008
8. Design Professional Cost Estimate may be found in Appendix C.

XII. Project Schedule

Project Activity	Date (to be) Completed	Documentation in Appendix
Grant Administrator Procured	Dec. 2008 & Jan. 2009*	
Design Professional	Dec. 2008 & Jan. 2009*	
Other Funding Secured	Nov. 2008	USDA Approved IHFA Pending
Permits Identified & Secured	March 2009	
Sub-recipient Agreement Executed	N/A	
Environmental Review Complete	December 31, 2007	Appendix F
Complete 504 Requirements	June 20, 2009	
Complete Fair Housing Requirements	June 20, 2009	
Bids Advertised	May 15, 2009	
Start Construction	June 30, 2009	
Second Public Hearing	August 31, 2009	
Certificate of Substantial Completion	October 15, 2009	
National Objective Documented	Summer 2010	
Closeout	Summer 2010	

*** For full project administration and construction. Contracts in place for development.**

Name of Professional and Agency Contacts	Firm/Agency	Phone	Topic
Design Professional	Michael R. Jaglowski, P.E. – Keller Associates	208-238-2146	Engineering Design/Const. Mgmt.
Funding Agency	Sharon Deal	334-2470	Grant Oversight
Environmental Officer	Dorothy Bowen	356-4524	Enviro. Review
Permits	Jefferson County	745-7756	Const. permits
Regulatory Compliance	Willie Teuscher	528-2650	Idaho DEQ
Public Works Director	Rick Lamb	228-3220	City of Roberts
Accountant	Ferrell Steiner, CPA	524-3880	Jefferson Cty
Housing Project	Russ Spain & Dixie Campbell	522-5391	EICAP
County Clerk	Christine Boulter	745-7756	Jefferson Cty
Commissioner	Brett Olaveson	745-7756	Jefferson Cty
Project Development	Ted Hendricks	356-4524	Grants/Funding
Funding for Housing	John Riker *	785-5840 x116	USDA-RD
Funding for Housing	Rob Macha *	331-4759	IHFA

* Both individuals welcome calls from ICDBG to help clarify their support and desire for the housing project and the critical importance of the ICDBG funding to accomplish the housing project.

XIII. Grantee and Sub-recipient Financial Profiles

Is the Grantee a (circle one)

City

County

If a sub-recipient, what type of Organization (circle one)

Water District

Sewer District

Homeowner's Association

For-Profit Company

Non-Profit Company

Water Association

Fire District

Hospital District

Other (please explain): _____

****INSTRUCTIONS**

For all projects except sewer & water complete Sections III, IV, & V.

For all projects that pertain to water complete Section I, IV, & V.

For all projects that pertain to sewer complete Section II, IV, & V.

Section I. Water System (only) - Input information for the water system (entity) that is expected to utilize the Idaho Community Block Grant funds. NOT APPLICABLE

Water Source(s): ___ Wells ___ River ___ Lake ___ Springs
___ Purchase ___ Other

Water Treatment Method _____

Number of people served by the system _____

Number of hook-ups on the system _____

Number of equivalent dwelling units
(EDU's) on the system _____

Number of residential EDUs _____

Number of commercial EDUs _____

Number of industrial EDUs _____

Number of Wells _____

Number of Fire Hydrants _____

Storage Reservoir (gallons) _____

Water piping (linear feet) _____

Are all system users on meters _____

Are meters consistently read _____

For residential users, what is the average monthly

Water rate for 10,000 gallons \$ _____

When was the last rate increase _____

How much were the rates increased \$ _____

Annual water system revenue \$ _____

Current funds in capitol improvement account \$ _____

Current funds in reserve fund \$ _____

Total dollar amount owed by customers in arrears \$ _____

Annual water system expenses \$ _____

Residential Hook-Up Fee	\$ _____
Commercial Hook-up Fee	\$ _____
Industrial Hook-Up Fee	\$ _____

Value and description of assets:

Land	\$ _____
Buildings	\$ _____
Equipment	\$ _____
Other	\$ _____
Total Asset Value	\$ _____

Identify outstanding indebtedness:

Years remaining	Annual Payment	Lender
_____	_____	_____
_____	_____	_____
_____	_____	_____

Explain Water Conservation Methods Implemented: _____
_____.

Section II. Sewer System (only) Input information for the sewer system (entity) that is expected to utilize the Idaho Community Block Grant funds. **NOT APPLICABLE**

Sewer Treatment Method _____

Do you have a Pre-treatment system? ☐ Yes ☐ No

Number of people served by the system	_____
Number of residential connection on the system	_____
Number of commercial connection on the system	_____
Number of industrial connection on the system	_____
Number of new connections within the last year	_____
Treatment System capacity (million gallons)	\$ _____
Sewer piping (linear feet)	_____
Number of lift stations	_____
What are the current residential sewer rates	\$ _____
When was the last rate increase	_____
How much were the rates increased	\$ _____
Residential Connection Fee	\$ _____
Commercial Connection Fee	\$ _____
Industrial Connection Fee	\$ _____

Annual sewer system revenue	\$ _____
Current funds in reserve account	\$ _____
Current funds in capitol improvement account	\$ _____
Current dollar amount owned by customers in arrears	\$ _____

Annual sewer system expenses	\$ _____
-------------------------------------	----------

Value and description of assets:

Land	\$ _____
Buildings	\$ _____
Equipment	\$ _____
Other	\$ _____
Total Asset Value	\$ _____

Identify outstanding indebtedness:

Years remaining	Annual Payment	Lender
_____	_____	_____
_____	_____	_____
_____	_____	_____

Section III. Non-Water/Sewer Applications:

A. Identify how the organization obtains its operating funding, i.e. bonds, district assessments, other:

1. Jefferson County is a taxing authority
2. EICAP is a non-profit.

B. Does the organization have taxing authority? 1 Yes 2 No (if no, skip to Section IV)

1. Do you tax? ____ Yes ____ No

a) If yes:

- (1) What is the tax rate? Jefferson County Project area .010646408
- (2) What is the annual tax amount generated? \$12,260,252.
- (3) What are the taxes used to pay for, i.e. equipment, operating expenses, etc.? 1- County operations

2. If your organization does not tax explain why. 2 – non-profit

Section IV. Grantee - County Profile – Jefferson County
Financial Summary (based on most current audit report)

Revenue

Taxes	<u>\$3,846,087</u>
Licenses and Permits	<u>\$ 200,673</u>
Intergovernmental	<u>\$3,416,391</u>
Charge for Services	<u>\$1,185,372</u>
Miscellaneous	<u>\$ 393,431</u>
Other <u>–Investment earnings</u>	<u>\$ 217,299</u>

Total Annual Revenue \$9,259,253

Expenses

Total Annual Expenditures \$8,683,201

V. Growth Management Planning – Jefferson County

When was the comprehensive plan last updated? 2004

Which of the following tools do you implement as land use measures and controls?

	Yes	No
Building Codes	<u>X</u>	<u> </u>
Historical Preservation	<u> </u>	<u>X</u>
Conventional Zoning Ordinances	<u>X</u>	<u> </u>
Other Zoning Options: (see below)		
Bonus or Incentive Zoning	<u> </u>	<u>X</u>
Example: allows for increased residential densities if developer will include affordable housing options		
Transfer of Development Rights	<u> </u>	<u>X</u>
Example: transfer development rights to areas where development is wanted and to restrict it in areas where it is not		
Planned Unit Development (PUD)	<u>X</u>	<u> </u>
Example: allows for creative and innovative design at same time creating amenities for public benefit. (mixed use development)		
Development Agreements	<u>X</u>	<u> </u>
Contract between municipality and developer. Municipality specifies what the developer may do and what they are required to do within project area.		

Do you currently implement any of the following?

	Yes	No
Economic Development Plan	<u> </u>	<u>X</u>
Development Impact Fees	<u> </u>	<u>X</u>
Local Option Tax (resort)	<u> </u>	<u>X</u>
Toll roads	<u> </u>	<u>X</u>
Distance Based Impact Fees	<u> </u>	<u>X</u>
Tree City USA	<u> </u>	<u>X</u>

XIV. Community Demographic Profile

Instructions: Complete the un-shaded areas using census data for the city/county applicant.

The census data can be located on our Web site at: <http://community.idaho.gov>

Applicant: Jefferson County NOTE: Roberts information has a much higher % of minorities and LMI. The next page is the Demographic Profile for Roberts for a comparison with County.

	TOTALS
TOTAL POPULATION BENEFITED (if different from city/county population in census)	
TOTAL POPULATION IN APPLICANT'S AREA	19,155
Total Male	9,683
Total Female	9,472
Total White	17,642
Percent of White Population	92.1
MINORITY POPULATION	
Black/African American	53
American Indian/Native Alaskan	89
Asian	44
Native Hawaiian or Pacific Islander	15
American Indian/Alaskan Native and White	58
Asian and White	34
Black/African American and White	8
American Indian/Alaskan Native and Black/African American	0
Other Multi-Racial	254
Hispanic	1,907
TOTAL MINORITY POPULATION	2,200
Percent of Population	11.5
SENIOR CITIZENS	
Total Persons 65 Years and Over	1775
Percent of Minority Population	9.3
DISABILITY STATUS	
Civilian Non-institutionalized Population 16 to 64	1,122
Percent with a Work Disability	10.0
Civilian Non-institutionalized Population 65 Years and Over	1,768
Percent with a Disability	40.3
FEMALE HEAD OF HOUSEHOLD	
Total Households	5,901
Female Householder, No Husband Present	404
Percent of Households	6.8

XIV. Community Demographic Profile – EXTRA INFO ON AREA

Instructions: Complete the un-shaded areas using census data for the city/county applicant.

The census data can be located on our Web site at: <http://community.idaho.gov>

Name of Applicant: City of Roberts

	TOTALS
TOTAL POPULATION BENEFITED (if different from city/county population in census)	647
TOTAL POPULATION IN APPLICANT'S AREA	647
Total Male	337
Total Female	310
Total White	260
Percent of White Population	40.2
MINORITY POPULATION	
Black/African American	0
American Indian/Native Alaskan	6
Asian	2
Native Hawaiian or Pacific Islander	0
American Indian/Alaskan Native and White	1
Asian and White	5
Black/African American and White	0
American Indian/Alaskan Native and Black/African American	0
Other Multi-Racial	1
Hispanic	372
TOTAL MINORITY POPULATION	387
Percent of Population	59.8
SENIOR CITIZENS	
Total Persons 65 Years and Over	43
Percent of Minority Population	6.6
DISABILITY STATUS	
Civilian Non-institutionalized Population 16 to 64	350
Percent with a Work Disability	14.6
Civilian Non-institutionalized Population 65 Years and Over	38
Percent with a Disability	78.9
FEMALE HEAD OF HOUSEHOLD	
Total Households	160
Female Householder, No Husband Present	14
Percent of Households	8.8

XVII. CERTIFICATIONS

I certify the data in this application is true and correct, that this document has been duly authorized by the governing body of Jefferson County and we will comply with the following laws and regulations if this application is approved and selected for funding.

- National Environmental Policy Act of 1969
- Civil Rights Act of 1964 Pub.L 88-352
- Civil Rights Act of 1968 Pub.L 90-284
- Age Discrimination Act of 1975
- Rehabilitation Act of 1973, Section 504
- Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended (49 CFR Part 24)
- Housing and Community Development Act of 1974, as amended Pub.L 93-383
- Davis-Bacon Act (40 USC 276a - 276a-5)
- Historic Preservation Act
- OMB Circular A-87, and ensure that sub-recipient complies with A-110 and A-122
- Section 106 of the Housing and Urban Recovery Act of 1983 certifying to:
 - Minimize displacement as a result of activities assisted with CDBG funds by following the Idaho Department of Commerce & Labors anti-displacement and relocation assistance plan;
 - Conduct and administer its program in conformance with Title VI and Title VIII, and affirmatively further fair housing;
 - Provide opportunities for citizen participation comparable to the state's requirements (those described in Section 104(a) of the Act, as amended);
 - Not use assessments or fees to recover the capital costs of ICDBG funded public improvements from low and moderate income owner occupants;
 - Abide by all state and federal rules and regulations related to the implementation and management of federal grants;
 - Assess and implement an Accessibility Plan for persons with disabilities in accordance with Section 504 of the Rehabilitation Act of 1973, as amended;
 - Adopt and implement an Excessive Force Policy;
 - Prohibition of Use of Assistance for Employment Relocation, Section 588 of the Disability Housing and work Responsibility Act of 1998 Pub. L 105-276.
 - Anti-Lobbying Certification: No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of, employee of a member of, officer of or employee of Congress in connection with the awarding of any federal contract, the making of any federal grant or loan, the entering into any cooperative agreement and the extension, renewal, modification or amendment of any federal contract, grant, loan or cooperative agreement.

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of, employee of a member of, officer of or employee of Congress in connection with this federal grant, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Signed by Chief Elected Official

Date

Ron Baxter, Acting Chairman, Jefferson County Commissioners
Typed Name

I. Program Impact

A-D is based upon information provided in Chapter 5. (No action required) Staff will calculate the points.

E. Eligible Activity Priority Ranking Sheet

Fill in the percentage of the project's budget that will be spent on the following activities. The Total Points Awarded column will be completed by department staff.

Eligible Activity	Points Possible	Percentage of ICDBG Budget Spent on Activity	Staff Points Awarded
Acquisition of Real Property	100		
Acquisition of Real Property for Housing Projects	50		
Public Facilities and Improvements-Health and Safety Related	100		
Public Facilities and Improvements-Housing Related	75	100%	75
Public Facilities and Improvements-Social Service Related	50		
Engineering-Architectural	100		
Code Enforcement	50		
Clearance and Demolition	10		
Removal of Architectural Barriers	50		
Rental Income Payments	0		
Disposition of Property	10		
Public Services	0		
Completion of Urban Renewal Projects	0		
Relocation Payments	25		
Planning Activities	0		
Administration Activities	100		
Grants to Nonprofit Community Organizations	0		
Grants to Nonprofit Community Organizations for Housing Projects	75		
Energy Planning	0		
Housing Rehabilitation	75		
Total Points Awarded to Project			75

II. National Objectives: A. NEED: This project will directly benefit low and moderate-income persons. The critically needed Lakeview Farm Labor housing project is being constructed near Roberts, Idaho. The twenty-four unit (2 & 3 bedroom) multi-family housing is a separate but coordinated project being completed by the Eastern Idaho Community Action Partnership (EICAP) with financial assistance from USDA-Rural Development and Idaho Housing. The multi family unit is contiguous to a sixteen quarter acre self help housing site also being developed by EICAP at the same time. For the housing sites to be complete they must be connected to and served by the existing public infrastructure. This project, sponsored by Jefferson County, will construct the necessary water distribution lines and gravity wastewater collection lines and lift station from the service connection point at the edge of the housing site to the nearest connecting line to the City of Roberts water and waste water systems. Additional infrastructure construction includes the construction of road and storm runoff infrastructure to serve the housing complex. **Because of the importance of the housing project, this request for Grant Assistance is a critical need. The most cost effective option for infrastructure services and construction is this project. Timing of the infrastructure is also critical as the housing facility construction is scheduled to begin in the spring of 2009 with occupancy scheduled to start in the spring of 2010.**

This project is the first critical step in the overall completion of the needed housing for the City of Roberts and the Jefferson County area. If the CDBG grant is not awarded the costs to construct the infrastructure will increase the overall construction costs to the housing project - which would by necessity be passed on to the tenants. By coordinating this infrastructure project with the housing construction the future tenants (LMI Farm Workers) will have access to housing that is served by adequate infrastructure services thereby providing a safe and clean living environment at an affordable cost.

Community Frameworks of Spokane Washington, Appendix F, conducted an analysis on the need for the housing for Eastern Idaho Community Action Partnership (EICAP).

The national objective to principally benefit at least 51 percent LMI persons is applicable to this project. A review of State of Idaho statistics indicates extreme numbers of minorities and LMI individuals in Roberts. The Roberts LMI number is 72.4% and the minority number is 59.4%; some of the highest numbers in the State. (Statistics provided by IDC FY07 LMI Revision-HUD)

National Objectives: B. IMPACT:

The direct benefit of this project is the construction of infrastructure to service an LMI Housing Complex to serve Farm Labor persons. If not funded, the cost for EICAP to construct the necessary infrastructure will directly affect and increase the cost for housing to the LMI persons.

As the housing project owner and manager the Eastern Idaho Community Action Partnership is working directly with the USDA-Rural Development office in Blackfoot Idaho – staff person John Riker. Mr. Riker and EICAP have provided information on the requirements of USDA’s funding participation in the housing project, which include qualifications of eligible tenants (farm laborers or migrant laborers) etc. Appendix G. (letter of explanation from Mr. Riker) (Appendix D, commitment and information from EICAP). USDA-RD has committed their funding to the project.

Additionally, this project will be located in an area of high concentration of farm labor due to large farming operations in this rural and open area of eastern Idaho. Documented in the analysis – Preliminary Survey of Supply and Demand – June 2007 pages 1 thru 5.

III. Project Categories

A. 1. Design Professional Documentation. Keller Associates Engineering has contracted to conduct the initial engineering work to prepare for the project. The County will conduct procurement for design and management in December of 2008 and January 2009.

2. Grant Administration Documentation. The Development Company has contracted to conduct the initial project development. The County will conduct procurement for administrative services in December of 2008 and January 2009.

3. A-D Documentation. Keller Associates conducted a wastewater facility planning study for Jefferson County and the communities of Roberts, Rigby, Menan and Lewisville in 2004. During the study several courses of action for wastewater collection were considered for the area. The regional project was abandoned but the information in the FPS has been used by Keller Associates in conjunction with current work they are doing for the City of Roberts to determine the best course for construction of infrastructure to serve the planned farm labor-housing complex.

This project to construct infrastructure; storm runoff, road, curb and gutter and improvements to the connecting water and wastewater lines from a housing complex to the City of Roberts existing lines is fairly simple in its need and approach. The engineering review has considered the existing infrastructure services for water and wastewater. The review determined the required line sizes that are in place and the sizes needed, the need for a lift station, determined storm runoff management, and roadway and cul d sac requirements to adequately and safely serve the twenty-three multi family unit and the sixteen self help housing complex.

e). **Planning for specific project type:** Complete only one of the following that corresponds to the project.

(2) Water and sewer – A letter from William Teuscher of Idaho Department of Environmental Quality is in Appendix H.

ALSO NOTE:

(5) Housing Project – Eastern Idaho Community Action Partnership is firmly committed to the long-term operation of the housing complex. Records will be kept on clients served, growth needs, etc. EICAP has committed to management of the complex using the guidelines required by USDA-Rural Development, the funding agency for the housing construction.

4. Environmental Scoping checklist in Appendix E

5. Agency Viability: a. Water/sewer. The City of Roberts will be providing the water and sewer services. The Utility Rate Review was conducted by the USDA-Rural Development office in Blackfoot. A copy of their review letter is in Appendix G.

Also, a Section IV - Grantee Financial Summary, has been completed on Jefferson County and is a part of the body of this application. Page 22.

If requested other information could be obtained for the State on the Eastern Idaho Community Action Partnership organization. Their financials have been reviewed and processed as a part of their application to USDA-Rural Development for a housing facility construction loan.

6. Proper Acquisition addressed in Chapter 5. The property for the housing project is already owned by Eastern Idaho Community Action Partnership. Appendix I. No other acquisition or property issues exist for this infrastructure project.

7. Funding Commitment letters in Appendix. Yes a letter of support for the project from USDA-Rural Development is in Appendix G. IHFA has provided their commitment in Appendix G.

8. Schedule addressed in Chapter 5

9. Administrative Capacity

a. Has the applicant completed a Section 504 or ADA Self Evaluation and Transition Plan? ☒ Yes ☐ No
Coordinator County Clerk NOTE: It has been several years since an updated evaluation was conducted. It will be necessary to conduct 504/ADA activities as a part of this grant project.

b. What is the most current building code the applicant has adopted? UBC 2000, the 2006 Code is in review and planned for adoption in January 2008.

c. Are the Fair Housing Accessibility Standards a component of that building code? ☒ Yes ☐ No

III. B Cost Analysis addressed in Chapter 5. The Engineers detailed cost analysis is in Appendix C of the application.